

**SALEM PLANNING AND ZONING COMMISSION**

**(PZC)**

**REGULAR MEETING**

**February 21, 2012**

**7:00**

Present: K. Buckley-Chairperson, R. Amato, D. Bingham, G. Fogarty Alt, H. Green Alt, R. Savalle, V. Smith, W. Volberg, M. Chinatti, Town Planner/ZEO, S. Spang, Recording Secretary

Absent: G. Walter, M. Darling, Alt

Guests See Sign in Sheet

**CALL TO ORDER:**

K. Buckley called the meeting to order at 7:00. She introduced the members present.

**ADDITIONS TO THE AGENDA:** None

**PUBLIC HEARING:** None

**PETITIONERS:** None

**PUBLIC COMMENT:** None

**OLD BUSINESS**

**1. Regulation Amendments in Response to PA 11-79**

M. Chinatti informed the members that she emailed the draft regulations to Attorney Byrne and he emailed a response which was provided to members.(See File Copy) She suggested the Commission have a Public Hearing on March 27, 2012.

(G. Fogarty was seated as a voting member for Walter)

**M/S/C (Fogarty/Amato) to schedule a Public Hearing for Tuesday, March 27, 2012 for possible adoption of zoning and subdivision regulations in response to PA 11-79.**

D. Bingham stated he was comfortable with the proposed regulation changes and suggested drafting a resolution to send to the Town's state representatives when any action on PA 11-79 comes up.

M. Chinatti stated any legislation relating to PA 11-79 is not on the state legislature's agenda.

R. Amato asked how does a plan get marked or notated if there is a conditional approval.

M. Chinatti stated that the conditions go right on the plan in a text box.

**Vote: Approved Unanimously**

The Commission discussed sending a letter to the Town's state legislators.

**M/S/C (Bingham/Volberg) to authorize Chairman to write a letter to state representatives regarding concerns about PA 11-79 with regard to bonding and subdivision approvals, referencing the fact that we currently have a moratorium on subdivisions until the issue is locally resolved but that we would prefer to return to the previous legislation.**

**Vote: Approved Unanimously**

V. Smith asked if it would be appropriate to invite the two legislators to explain their position.

M. Chinatti stated it would not be appropriate and it is not part of the issue before the public hearing.

D. Bingham stated it would be appropriate to send the Commission's concerns to the legislature when they have testimony dealing with PA 11-79.

K. Buckley stated that she and M. Chinatti would draft a letter and it would go out to the members from M. Chinatti for review.

## **2. POCD Public Hearing-Outline of Procedure.**

K. Buckley stated that there have been meetings with Peter Sielman who runs the Virtual Town Meeting. The POCD Public Hearing will be broadcast over the internet with residents at home emailing in questions or comments.

K. Buckley gave the members an outline of procedure and expectations for the Public Hearing. (See File Copy)

R. Amato questioned the process of who would be answering the questions and thought the chair of the committee should know most of the answers.

Most questions will be answered by the POCD committee members.

K. Buckley asked for volunteers to keep track of any follow up items resulting from the public hearing. R. Amato agreed to keep track of those items. She also asked for a volunteer to monitor the emails that come in, V. Smith stated he would do that job.

K. Buckley stated that if an email came in without a name or address it would not be read.

K. Buckley stated that they are going to limit the questions to three minutes. They will use a visible timer.

The hearing can go to 10:30 with a fifteen minute extension. If the hearing is continued the Commission will let residents know the location of where the continued hearing will take place.

The Commission decided to have 30 copies of the POCD available to the public at the public hearing.

K. Buckley suggested the questions alternate between emails and people who are at the public hearing.

K. Buckley stated that the public hearing is a time for the public to comment and the members have had many opportunities to question the document and committee members.

K. Buckley reviewed the remainder of the procedures the members received.

The Chair will announce that the Board of Selectman gave the Planning and Zoning Commission a favorable recommendation on the POCD.

### **3. Bylaws**

R. Savalle stated that she has only received comments for the bylaw changes from G. Fogarty. R. Savalle informed the members that she needed all comments by March 27, 2012. M. Chinatti will send a reminder to members of the deadline.

G. Fogarty questioned the process of evaluations and commented that the evaluation for the town planner had not been done in sometime. She asked if there were plans to do that.

K. Buckley stated that there is no personnel department in the town and that the First Selectman wanted evaluations to be confidential. She stated that she has started the evaluations.

G. Fogarty stated that the bylaws would have to be amended if one person on the Commission was to be responsible for the evaluations.

D. Bingham stated that in the past all members filled out a questionnaire on job performance and then it was handled in executive session.

G. Fogarty stated that it is unfair to have just one person from the Commission do the evaluation because it gives that person a lot of power and can be too subjective depending on the relationship between the Chairperson and the person being evaluated.

## NEW BUSINESS

None

## ENFORCEMENT OFFICERS REPORT/INLAND WETLANDS AND CONSERVATION COMMISSION REPORT

M. Chinatti informed the members that she is working with the First Selectman on a farmers market for the 89 Norwich Road town site. It will all be Connecticut Grown products. The market is scheduled to begin on the last Thursday of June and will run every Thursday until the last Thursday in October from 3:00-6:00. There will be no conflict with surrounding towns.

## APPROVAL OF MINUTES-

**M/S/C (Buckley/Bingham) to approve the January 17, 2012 minutes as amended.**

Page 8, ¶ 6, change ESSION to Session.

**Vote: Approved Unanimously**

**M/S/C (Buckley/Bingham) to approve the January 24, 2012 minutes as presented.**

**Vote: Approved. In favor-Buckley, Amato, Bingham, Savalle, Volberg, Smith. Opposed-none. Abstaining-Fogarty.**

## EXECUTIVE SESSION

D. Bingham recused himself from the vote and the session.

**M/S/C (Buckley/Volberg) to go into Executive Session for the purpose of discussing the Kobyluck litigation. Vote: Approved Unanimously**

The members went into executive session at 8:30. Members present were: K. Buckley-, R. Amato, G. Fogarty H. Green, R. Savalle, V. Smith, W. Volberg, M. Chinatti, Town Planner/ZEO

The Commission came out of Executive Session at 9:07 PM.

**PLUS/DELTAS: NONE**

**CORRESPONDENCE**

Feb. 14, 2012 letter from Kevin Dombrowski, Town of Ledyard LUPPW Committee Chairman to M. Chinatti requesting attendance at a March 6 meeting of the Committee for the purpose of discussing advantages/disadvantages of a combined planning and zoning commission. Chairman Buckley indicated she may be able to attend.

**PLUS/DELTAS: None**

**ADJOURNMENT**

**(M/S/C Buckley/Amato) to adjourn at 9:08 PM. .Vote: Approved Unanimously.**

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**Respectfully Submitted,**

**Sue Spang**

**Recording Secretary**